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## Approved For Release 1999/09/20 CLA RDP78-03568 4000400190006-1

CONTIDENTIAL

Becutive Registry
3-4232

13 November 1952

MEMORANDUM FOR: CHIEF, ADMINISTRATION DIVISION/DDP

SUBJECT

Personnel Authorization

1. Reference is made to our T/O submission dated 24 October 1952 based on an authorization of departmental positions. 25X9A2

2. The following change is requested which will not alter the number of positions:

Restore one <u>Negative Cutter</u> position in the Graphic Arts Reproduction <u>Division</u>, Process Photographic Branch. This makes a total of four negative cutters, Y 97. Y 97.01, Y 97.02, and Y 97.03.

Delete one Photo Engraver-Etcher from the Graphic Arts Reproduction Division, Etching and Plate Making Branch.
This leaves one position for Photo Engraver-Etcher,
No. Y 98.

25X1A

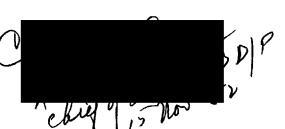
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3. You are also requested to establish the position of Clerk (Typing) in the Office of the Chief, Graphic Arts Reproduction Division, as a GS-5 instead of GS-4 as originally proposed.

4. It is requested that this memo receive the same distribution as our T/O proposal referred to above.

25X1A9a

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Chief, TSS

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ORGANIZATION AND POSITION TITLE

P78-03568A000

ADDITIONS

SERIES & GRADE

**มั่ว**190006-1

The T/o changes listed above are hereby approved. Please make changes on office ds as necessary. Retain this authority until new machine printed T/O page(s) is

POSITION NO.

Page

NET CHANGE

NEW BR. &

DIV. TOTALS

Chief, CWD

Pages

ORGANIZATION

CODE (Machine Records

OFFICE CODE REQUEST DATE
Approved Torrest Release 1899 109 120 110

POSITION NO.

OFFICE OR STAFF

25X1A9a

FORM NO. 30-25 SEP 1952

ORGANIZATION AND POSITION TITLE

DELETIONS

SERIES & GRADE

DD/P

T/0 CHANGE ACTION
Security Information
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